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**From:** Caloggero, Dina (DPH)  
**Sent:** Wednesday, June 08, 2011 2:45 PM  
**To:** Borne, Alan (DPH); Clemmer, Jill (DPH); Nassif, Julianne (DPH); Rubin, Alan (DPH); Greer, Garry (DPH); Stiles, Tracy (DPH); Connolly, Lawrence; Bird, Ciranna (DPH); Holland, James (DPH); Kazianis, Arthur (DPH); 'Borne, Paul (DPH)'; Wang, Xingtai (DPH); Konomi, Raimond (DPH); Chen, Karen (DPH); Elvin, Paul (DPH); Guillet, Jasmine (DPH); Hennigan, Scott (DPH); Krumholz, Glenn (DPH); Salemi, Charles (DPH); Davenport, Russell (DPH); Hemsworth, Meghan (DPH)  
**Cc:** Borne, Deborah (DPH)  
**Subject:** Balance PM Starting on June 13th

**Importance:** High

Caley and Whitmore will perform routine PM on the balances Monday 6/13/11 through Wednesday 6/15/11. Deborah Borne will be coordinating the PM schedule with Caley and Whitmore and will also serve as the point person regarding the scheduling and other issues.

Thanks for your cooperation.....Dina